

TALATERA--VAU0002A	Tina Alateras	TALLARS --VAU0002A	Tania Allars
TCRISAFI--VAU0002A	Tony Crisafi	TDELL --VAU0002A	Timothy Dell
TGEREG --VAU0002A	Tim Gereg	TLISZKA --VAU0002A	TERRY LISZKA
TLONSDAL--VAU0002A	Taryn Lonsdale	TMAISHMA--VAU0002A	Tim Maishman
TMOOR --VAU0002A	Trevor Moor	TRUSSO --VAU0002A	Tony Russo
TSTANBRO--VAU0002A	TAMARA STANBROOK	JPOCOCK --VAU0002A	TERRY UNDERWOOD
VABBATAN--VAU0002A	Vicki Abbatangelo	VMEIKLEJ--VAU0002A	Vic Meiklejohn
VMORRISO--VAU0002A	VERENA MORRISON	VSHARPLE--VAU0002A	Virginia Sharples
WDEHAAN --VAU0002A	Wendy De Haan	WGREGSON--VAU0002A	Wendy Gregson
WHAMMERS--VAU0002A	Warren Hammersley	WSHARP --VAU0002A	Wendy Sharp
JCHAPMAN--VAU0002A	WILLIAM WARNER	YCHEUNG --VAU0002A	YEUK CHEUNG
YTRAN --VAU0002A	Yen Tran	ZSAJINOV--VAU0002A	Zoran Sajinovic
AHILL --VAU0002A	Ashley Hill	AHOLLIS --VAU0002A	Adrian Hollis
AMANCINI--VAU0002A	ALISON MANCINI	ARICHARD--VAU0002A	ANNA RICHARDSON
ASMITH --VAU0002A	ADAM SMITH	ASTEWART--VAU0002A	Andrew Stewart
AWHITE --VAU0002A	Antje White	BGRIFFIT--VAU0002A	Bessie Griffith
BPRICE --VAU0002A	Brenda Price	BRICHARD--VAU0002A	Barry Richardson
BSMITH --VAU0002A	Brian Smith	BTAYLOR --VAU0002A	Bruce Taylor
BTHOMPSON--VAU0002A	Belinda Thompson	BWHITE --VAU0002A	Bernadette White
BTWONG --VAU0002A	BRIDGET WONG	BWRIGHT --VAU0002A	Bill Wright
BWHITE --VAU0002A	Chris Brooks	DIVN290 --VAU0002A	CLIVE EDWARDS
CHANLEY --VAU0002A	CRAIG HANLEY	CWILLIAM--VAU0002A	Colin Williams
DANTHONY--VAU0002A	Dean Anthony	DCLARKE --VAU0002A	Dean Clarke
DFARRELL--VAU0002A	David Farrelly	DBINZER --VAU0002A	Debbie Kirby
DMORGAN --VAU0002A	Dennis Morgan	DMOSS --VAU0002A	DERHAM MOSS
DMURRAY --VAU0002A	Dianne Murray	DTHOMPSON--VAU0002A	DAVID THOMPSON
DWELCH --VAU0002A	DAVID WELCH	DWEST --VAU0002A	DAVAN WEST
DIVS520 --VAU0002A	David Wilson	EHUNT --VAU0002A	Elizabeth Hunt
FCAMPBEL--VAU0002A	Fiona CampbellCowa	GCUMMING--VAU0002A	Gordan Cummings
GGERARD --VAU0002A	GRAHAM GERARD	VABBATAN--VAU0002A	Geoff Knight
GLEE --VAU0002A	Graeme Lee	GSMITH --VAU0002A	Graeme Smith
HMOORE --VAU0002A	Heather Moore	HROBINSO--VAU0002A	Helen Robinson
JBURKE --VAU0002A	John Burke	JCAMPBEL--VAU0002A	Jack Campbell
JCHAPMAN--VAU0002A	Julie Chapman	JEVANS --VAU0002A	John Evans
JFISHER --VAU0002A	Jon Fisher	JHARGRAV--VAU0002A	JUDY HARGRAVE
JHEALY --VAU0002A	JANINE HEALY	JHILL --VAU0002A	Janine Hill
JMARTIN --VAU0002A	JOHN MARTIN	JMCGILL --VAU0002A	John McGill
JMORRIS --VAU0002A	Joanne Morris	JPHILLIP--VAU0002A	John Phillips
HROSS --VAU0002A	John Scott	DIVV350 --VAU0002A	JOHN SULLIVAN
JTUCKER --VAU0002A	James Tucker	JWARE --VAU0002A	JOHN WARE
KBARBER --VAU0002A	Kathy Barber	KMOORE --VAU0002A	KEITH MOORE
KMSMITH --VAU0002A	Karen Smith	KMSMITH --VAU0002A	Karen Smith
KWOOD --VAU0002A	KIM WOOD	KYAMADA --VAU0002A	Kunio Yamada
LANDERSO--VAU0002A	Lee Anderson	DIVW610 --VAU0002A	Lawrie Bennett
LBORCHER--VAU0002A	Larry Borchert	LCARTER --VAU0002A	Liz Carter
LCLARKE --VAU0002A	Linda Clarke	LCOOK --VAU0002A	Lloyd Cook
LDEAN --VAU0002A	Lee Dean	LKLEIN --VAU0002A	Lorraine Klein
LLI --VAU0002A	LOK LI	LLI --VAU0002A	LOK LI
LMATIAS --VAU0002A	Larry Matias	MALLAN --VAU0002A	MARY ALLAN
MBROWNE --VAU0002A	Martin Browne	MBRYAN --VAU0002A	Martin Bryan
MCARSON --VAU0002A	Michael Carson	MCRAMER --VAU0002A	Mary Cramer
MDESOUZA--VAU0002A	Marlene DeSouza	MFOX --VAU0002A	Michael Fox
MFREEMAN--VAU0002A	MALCOLM FREEMAN	MFREY --VAU0002A	Michelle Frey
MHANSEN --VAU0002A	MARY-JEAN HANSEN	MHARRISO--VAU0002A	Michael Harrison
MMCDONAL--VAU0002A	Malcolm McDonald	MMCGRATH--VAU0002A	MICHAEL MCGRATH
MCGRATHM--VAU0002A	Madeline McGrath	MMORRIS --VAU0002A	Melissa Morris
MPAGE --VAU0002A	Mandy Page	MPHILLIP--VAU0002A	Maxine Phillips
MSUTTON --VAU0002A	MURRAY SUTTON	MSWANSON--VAU0002A	MONIQUE SWANSON
NDAVIS --DSVPMUSA	NORA DAVIS	NWALKER --VAU0002A	Neil Walker
NWHITE --VAU0002A	NERIDA WHITE	PBELL --VAU0002A	Peter Bell

2048789162

TALATERA--VAU0002A Tina Alateras
 TCRISAFI--VAU0002A Tony Crisafi
 TGEREG --VAU0002A Tim Gereg
 TLONSDAL--VAU0002A Taryn Lonsdale
 TMOOR --VAU0002A Trevor Moor
 TSTANBRO--VAU0002A TAMARA STANBROOK
 VABBATAN--VAU0002A Vicki Abbatangelo
 VMORRISO--VAU0002A VERENA MORRISON
 WDEHAAN --VAU0002A Wendy De Haan
 WHAMMERS--VAU0002A Warren Hammersley
 JCHAPMAN--VAU0002A WILLIAM WARNER
 YTRAN --VAU0002A Yen Tran
 AHILL --VAU0002A Ashley Hill
 AMANCINI--VAU0002A ALISON MANCINI
 ASMITH --VAU0002A ADAM SMITH
 AWHITE --VAU0002A Antje White
 BPRICE --VAU0002A Brenda Price
 BSMITH --VAU0002A Brian Smith
 BTHOMPSON--VAU0002A Belinda Thompson
 BTWONG --VAU0002A BRIDGET WONG
 BWHITE --VAU0002A Chris Brooks
 CHANLEY --VAU0002A CRAIG HANLEY
 DANTHONY--VAU0002A Dean Anthony
 DFARRELL--VAU0002A David Farrelly
 DMORGAN --VAU0002A Dennis Morgan
 DMURRAY --VAU0002A Dianne Murray
 DWELCH --VAU0002A DAVID WELCH
 DIVS520 --VAU0002A David Wilson
 FCAMPBELL--VAU0002A Fiona CampbellCowa
 GGERARD --VAU0002A GRAHAM GERARD
 GLEE --VAU0002A Graeme Lee
 HMOORE --VAU0002A Heather Moore
 JBURKE --VAU0002A John Burke
 JCHAPMAN--VAU0002A Julie Chapman
 JFISHER --VAU0002A Jon Fisher
 JHEALY --VAU0002A JANINE HEALY
 JMARTIN --VAU0002A JOHN MARTIN
 JMORRIS --VAU0002A Joanne Morris
 HROSS --VAU0002A John Scott
 JTUCKER --VAU0002A James Tucker
 KBARBER --VAU0002A Kathy Barber
 KMSMITH --VAU0002A Karen Smith
 KWOOD --VAU0002A KIM WOOD
 LANDERSO--VAU0002A Lee Anderson
 LBORCHER--VAU0002A Larry Borchert
 LCLARKE --VAU0002A Linda Clarke
 LDEAN --VAU0002A Lee Dean
 LLI --VAU0002A LOK LI
 LMATIAS --VAU0002A Larry Matias
 MBROWNE --VAU0002A Martin Browne
 MCARSON --VAU0002A Michael Carson
 MDESOUZA--VAU0002A Marlene DeSouza
 MFREEMAN--VAU0002A MALCOLM FREEMAN
 MHANSEN --VAU0002A MARY-JEAN HANSEN
 MMCDONAL--VAU0002A Malcolm McDonald
 MCGRATHM--VAU0002A Madeline McGrath
 MPAGE --VAU0002A Mandy Page
 MSUTTON --VAU0002A MURRAY SUTTON
 NDAVIS --DSVPMUSA NORA DAVIS
 NWHITE --VAU0002A NERIDA WHITE
 TALLARS --VAU0002A Tania Allars
 TDELL --VAU0002A Timothy Dell
 TLISZKA --VAU0002A TERRY LISZKA
 TMAISHMA--VAU0002A Tim Maishman
 TRUSSO --VAU0002A Tony Russo
 JPOCOCK --VAU0002A TERRY UNDERWOOD
 VMEIKLEJ--VAU0002A Vic Meiklejohn
 VSHARPLE--VAU0002A Virginia Sharples
 WGREGSON--VAU0002A Wendy Gregson
 WSHARP --VAU0002A Wendy Sharp
 YCHEUNG --VAU0002A YEUK CHEUNG
 ZSAJINOV--VAU0002A Zorah Sajinovic
 AHOLLIS --VAU0002A Adrian Hollis
 ARICHARD--VAU0002A ANNA RICHARDSON
 ASTEWART--VAU0002A Andrew Stewart
 BGRIFFIT--VAU0002A Bessie Griffith
 BRICHARD--VAU0002A Barry Richardson
 BTAYLOR --VAU0002A Bruce Taylor
 BWHITE --VAU0002A Bernadette White
 BWRIGHT --VAU0002A Bill Wright
 DIVN290 --VAU0002A CLIVE EDWARDS
 CWILLIAM--VAU0002A Colin Williams
 DCLARKE --VAU0002A Dean Clarke
 DBINZER --VAU0002A Debbie Kirby
 DMOSS --VAU0002A DERHAM MOSS
 DTHOMPSON--VAU0002A DAVID THOMPSON
 DWEST --VAU0002A DAVAN WEST
 EHUNT --VAU0002A Elizabeth Hunt
 GCUMMING--VAU0002A Gordan Cummings
 VABBATAN--VAU0002A Geoff Knight
 GSMITH --VAU0002A Graeme Smith
 HROBINSON--VAU0002A Helen Robinson
 JCAMPBELL--VAU0002A Jack Campbell
 JEVANS --VAU0002A John Evans
 JHARGRAV--VAU0002A JUDY HARGRAVE
 JHILL --VAU0002A Janine Hill
 JMC GILL --VAU0002A John McGill
 JPHILLIP--VAU0002A John Phillips
 DIVV350 --VAU0002A JOHN SULLIVAN
 JWARE --VAU0002A JOHN WARE
 KMOORE --VAU0002A KEITH MOORE
 KMSMITH --VAU0002A Karen Smith
 KYAMADA --VAU0002A Kunio Yamada
 DIVW610 --VAU0002A Lawrie Bennett
 LCARTER --VAU0002A Liz Carter
 LCOOK --VAU0002A Lloyd Cook
 LKLEIN --VAU0002A Lorraine Klein
 LLI --VAU0002A LOK LI
 MALLAN --VAU0002A MARY ALLAN
 MBRYAN --VAU0002A Martin Bryan
 MCRAMER --VAU0002A Mary Cramer
 MFOX --VAU0002A Michael Fox
 MFREY --VAU0002A Michelle Frey
 MHARRISO--VAU0002A Michael Harrison
 MMCGRATH--VAU0002A MICHAEL MCGRATH
 MMORRIS --VAU0002A Melissa Morris
 MPHILLIP--VAU0002A Maxine Phillips
 MSWANSON--VAU0002A MONIQUE SWANSON
 NWALKER --VAU0002A Neil Walker
 PBELL --VAU0002A Peter Bell

DIVN210 --VAU0002A Paul Dickson	DIVN210 --VAU0002A Paul Dickson
PFREEMAN--VAU0002A Peter Freeman	PHANSEN --VAU0002A PAM HANSEN
DIVS510 --VAU0002A Paul Hanson	PHART --VAU0002A PETER HART
PSULLIVA--VAU0002A PAUL SULLIVAN	RCABRERA--VAU0002A Ric Cabrera
RELLIOTT--VAU0002A R ELLIOTT	RJACKSON--VAU0002A Robert Jackson
DIVV330 --VAU0002A ROBERT JONES	RKELLY --VAU0002A Rosemary Kelly
RKENNEDY--VAU0002A Robert Kennedy	RLANE --VAU0002A Russell Lane
RMEIJER --VAU0002A Ron Meijer	RPERRY --VAU0002A Ray Perry
RAPRIOR --VAU0002A Richard Prior	RRICHARD--VAU0002A Robyn Richardson
RRUFF --VAU0002A Richard Ruff	RSANCHEZ--VAU0002A Richard Sanchez
DIVQ420 --VAU0002A ROBERT SHAW	RTHOMAS --VAU0002A Ron Thomas
RWATSON --VAU0002A Rob Watson	RWELLER --VAU0002A Ruth Weller
SANDRAE --VAU0002A Stephanie Andrae	RMARSHAL--VAU0002A Sue Barnes
SGIBBS --VAU0002A Stuart Gibbs	SHALL --VAU0002A Stephen Hall
SLEE --VAU0002A Stan Lee	SSIMPSON--VAU0002A Sally Simpson
DIVQ430 --VAU0002A STEVE SPENCER	STHOMPSON--VAU0002A Sandra Thompson
VWILLIAM--VAU0002A Vaughan Williams	WGRANT --VAU0002A Warren Grant
WLEE --VAU0002A Wan-Mee Lee	WROBERTS--VAU0002A Wayne Robertson
cc: KSCHOENH--VUS0212A Schoenholz, Kenneth	TLINDON --VAU0002A Tim Lindon

From: RONNIET MILLIKEN

Subject: DISPOSAL SUSPENSION NOTICE - ALL MEDIA

This is to follow up recent communications since April 5, 1994 concerning the need to retain certain additional categories and types of records.

As you know, under the Philip Morris Record Retention Policy, certain categories of documents, in particular those dealing with smoking and health and environmental tobacco smoke issues, are subject to permanent disposal suspension.

As a result of litigation filed in the United States, certain additional records must be retained. These additional categories are:

1. All information and documents relating to the manufacturing, testing, and composition of tobacco, tobacco products, paper, filter or any other material contained in, relating to or used in the manufacture, testing and composition of tobacco products;
2. All information and documents relating to the nicotine content of tobacco, tobacco products (cigarettes, filler, reconstituted tobacco, expanded tobacco, etc.) and cigarette smoke.

THESE TWO CATEGORIES OF RECORDS ARE TO BE RETAINED ONLY INsofar AS THEY RELATE TO TOBACCO PRODUCTS INTENDED FOR SALE IN THE UNITED STATES.

In this regard please note that the United States includes American Samoa to which territory PML exports/distributes PM group products and Rothmans product. You should consider divisional records in this context.

FROM NOW ON -

2048789163

In respect of the two categories of documents set forth above, in relation to products intended for sale in the United States, you should keep BOTH a paper copy and an electronic copy of each and every message or other document created, sent or received by you. That is, you should print out each such message or document and retain it; and you should not delete any such message or document from the PROFS system.

.../2

If you have any question of how to retain any such message or document on the PROFS system, please contact the Data Centre Help Desk Ext 861.

BACKLOG -

Pending receipt of these instructions from the PM International Inc. Legal Department, it has been necessary since April 8 to back-up all electronic messages including PROFS indefinitely.

So that the back-log of back-ups may commence to be recycled it would be appreciated if each DIRECTOR could confirm to Greg Humphries in writing as soon as possible (with a copy to Ronniel Milliken) that DIVISIONAL records do not include any material relating to either of these categories in relation to products intended for sale in the United States.

An original of this memorandum will be forwarded to members of the Management Group and Greg Humphries. It would be appreciated if directors could disseminate the contents to their direct reports and subordinates to ensure the information is conveyed to persons who do not use PROFS.

Thank you for your co-operation in this important matter.

Regards,

RONNIET MILLIKEN
Legal Counsel - Projects

Dist: Management Group
All Australian PROFS Users

cc: K. Schoenholz
T. Lindon

2048789164